

APPENDIX B-135

DoD ACTIVITY ADDRESS DIRECTORY (DoDAAD) FILE INQUIRY DOCUMENT

1. This file inquiry is applicable to chapter 47 and appendix D-21 and is used to inquire the DoDAAD File to obtain printouts of activity addresses and related information.
2. This document can be processed through SAMMSTEL by entering the Verb SODE as described in DLAH 4745.2, Volume I, DLA Remote Users Handbook.
3. The following are the fields in the document:

<u>FIELD LEGEND</u>	<u>FIELD POSITIONS</u>	<u>EXPLANATION/INSTRUCTIONS</u>
Document Identifier Code	1-3	Enter DIC ZBX.
Routing Identifier Code (To)	4-6	Enter RIC of processing DSC.
File Printout Required	7	Enter B when DoDAAD records are required for other than MAP; enter D when DoDAAD records are required for MAP Address data only; enter an M to indicate a mass inquiry for data elements specified.
Activity Address Code	8-13	Enter DoDAAD AAC if one specific record is required; otherwise, leave blank.
Service/FEDSTRIP Code	14-15	Enter code when all DoDAAD records for a specific Service FEDSTRIP Agency are required; otherwise, leave blank. If Military Service applies, enter the 1-position Service Code (appendix A-5) in pos. 14, leave pos. 15 blank. If FEDSTRIP applies, enter the 2-position FEDSTRIP Code in pos. 14 and 15 (appendix A-20).

<u>FIELD LEGEND</u>	<u>FIELD POSITIONS</u>	<u>EXPLANATION/INSTRUCTIONS</u>
Catalog Activity Code	16-17	Enter CAC when one specific DoDAAD record for a Catalog Activity is required; otherwise, leave blank.
Routing Identifier Code of DoDAAD Code	18-20	Enter RIC of DoDAAD activity when DoDAAD record for one specific activity is required; otherwise, leave blank.
Communications Distribution Code	21-23	<p>Enter CDC when DoDAAD record for one specific CDC is required; otherwise, leave blank.</p> <p>NOTE: If applicable to a DoD Service/Agency, enter the 1-position Service/Agency Code (appendix A-5) in pos. 21, leave pos. 22 blank, and the CDC (appendix A-10) in pos. 23. If applicable to FEDSTRIP, enter the 2-position FEDSTRIP Code in pos. 21-23 and the CDC in pos. 23. If only the CDC is known, enter the CDC in pos. 23, leave pos. 21-22 blank. <u>All</u> DoDAAD records with the CDC will then be output on F-226 Listing.*</p>
Third Party Billing Code	24-27	<p>Enter TPBC when one specific DoDAAD record for the Third Party Billing Office is required; otherwise, leave blank.</p> <p>NOTE: If applicable to a DoD Service/Agency enter the 1-position Service/Agency Code in pos. 24, leave pos. 25 blank, and the TPBC in pos. 26-27. If FEDSTRIP, enter the 2-position</p>

<u>FIELD LEGEND</u>	<u>FIELD POSITIONS</u>	<u>EXPLANATION/INSTRUCTIONS</u>
		FEDSTRIP Code in pos. 24-25 and the TPBC in pos. 26-27 (MILSBILLS, DoD 4000.25-7-M, supplement 1 applies). If only the TPBC is known, enter the TPBC in pos. 26-27, leave pos. 24-25 blank. <u>All</u> DoDAAD records with that TPBC will then be output on an F-226 Listing.*
Special Customer Code	28	Enter applicable code (appendix A-149) when all DoDAAD records with that code are required; otherwise, leave blank.
Routing Identifier Cross-Reference Table	29	Enter X when all DoDAAD records with an assigned DoDAAD RIC are required; otherwise, leave blank.
Communications Distribution Cross-Reference Table	30	Enter X when all DoDAAD records with a CDC are required; otherwise, leave blank.
Third Party Billing Cross-Reference Table	31	Enter X when all DoDAAD records with a Third Party Billing Code are required; otherwise, leave blank.
Catalog Activity Cross-Reference Table	32	Enter X when all DoDAAD records with a CAC are required; otherwise, leave blank.
Type of File Code D (Pending Delete)	33	Enter X when all DoDAAD records with a Type of File Code D are required, otherwise, leave blank.
Type of File Code S (Suspended)	34	Enter X when all DoDAAD records with a Type of File Code S are required, otherwise, leave blank.
Blank	35-76	Leave blank.

<u>FIELD LEGEND</u>	<u>FIELD POSITIONS</u>	<u>EXPLANATION/INSTRUCTIONS</u>
Output Routing Code	77-78	Enter ORC to which output is to be routed.
Action Code	79-80	Enter appropriate code, appendix A-42.

NOTE 1: When the following mass action codes apply, only pos. 1-6 and 77-80 will be completed:

- a. DL - Printout all Interim and Local DoDAAD records (appendix F-105).
- b. DM - Printout all DoDAAD Management Data/Cross-Reference List (appendix F-226) for other than MAP.
- c. DP - Printout all DoDAAD Management Data/Cross-Reference Lists for MAP Addresses only (appendix F-226).

NOTE 2: When Action Code DN applies as a mass inquiry for specific data as indicated in one of the below listed field positions, pos. 1-6, 7(M) and pos. 77-80 will also be completed:

- a. Service/FEDSTRIP Code, pos. 14-15 (appendix F-226).
- b. Special Customer Codes, pos. 28 (appendix F-226).
- c. Routing Identifier Codes, pos. 29 (appendix F-226).
- d. Communication Distribution Codes, pos. 30 (appendix F-226).
- e. Third Party Billing Codes, pos. 31 (appendix F-226).
- f. Catalog Activity Codes, pos. 32 (appendix F-226).
- g. Type of File Code D, pos. 33 (appendix F-226).
- h. Type of File Code S, pos. 34 (appendix F-226).

NOTE 3: When Action Code DN applies as a specific single line inquiry, pos. 1-6 and 77-80 and the following pos. for the data required will be completed:

- a. Military Service AAC, pos. 8-13, with B in pos. 7 (appendix F-225).
- b. MAP Address Code, pos. 8-13, with D in pos. 7 (appendix F-226).
- c. Routing Identifier Code, pos. 18-20 (appendix F-226).
- d. Communication Distribution Code, pos. 21-23 (appendix F-226).

e. Third Party Billing Code, pos. 24-27 (appendix F-226).

f. Catalog Activity Code, pos. 16-17 (appendix F-226).

NOTE 4: Only one mass inquiry, for any specific type of data, i.e., Action Codes DL, DM, DP, or Action Code DN with data in pos. 14-15, 28, 29, 30, 31, 32, 33 or 34 will be processed in any one cycle.

NOTE 5: Action Code DN input for a single record, i.e., specific inquiry, will be processed on a multiday basis and need not be coordinated with the IPC. All the other types of DoDAAD inquiries, i.e., Mass inquiries, notes 1 and 2 above, must be coordinated with program scheduling personnel of IPC upon receipt of the VRC OG output on an appendix F-122 listing.

NOTE 6: Inquiry documents reflecting Action Codes DL, DM, DP and those inquiry documents reflecting Action Code DN, with data in pos. 14-15 or 28 or an X in pos. 28, 29, 30, 31, 32, 33 or 34 are to be forwarded to the IPC by IOM, over an authorized signature (see appendix E-135 P) for scheduling of processing during such time period as will not jeopardize normal day-to-day operations. A copy of this IOM must be forwarded to the MSO, DSO, for control purposes. This IOM will be forwarded to the IPC only when VRC OG is output for clearance by Reentry Code ER for continued processing at the ODS/DSO agreed upon date and time.

\*This mechanically generated mass inquiry differs from and does not supplant the manual mass inquiry applicable to pos. 30 and/or pos. 31 for printout of ALL CDCs/TPBCs.